



STATE OF WASHINGTON
DEPARTMENT OF REVENUE

April 16, 2003

TO: All County Assessors

FROM: Mark J. Maxwell, Valuation Advisory Program Manager
Neal R. Cook, MAI, Personal Property Specialist
Property Tax Division

**SUBJECT: UPDATED 2003 PERSONAL PROPERTY VALUATION GUIDELINES FOR
TITLE PLANTS (TRACT INDEXES) AS OF JANUARY 1, 2003**

When the **2003 Personal Property Valuation Guidelines** were published December 30, 2002, we said that Supplemental Valuation Table A would be republished when the Title Plant Study was completed. That study has been completed, and the updated table is enclosed. Please replace Supplemental Valuation Table A, page 7 of the Index to Personal Property Indicators, with the enclosed version.

We have a guideline for title plants

The guideline for the assessment of title plants now says the following:

TITLE PLANTS (Tract Indexes)	
\$2.75 per real property parcel, as reported for Real Property Ratio purposes in latest stratification report to the Department of Revenue. (Value each title plant physically located within each county, including title plants for other counties.)	

Apply this guideline for assessment year 2003 for all title plants that are physically located in your county. If a title plant for another county is located in your county, it should be assessed as well using the parcel count for the county to which the title plant relates.

Questions?

Any questions regarding these guidelines or other personal property tax issues may be directed to:

Name	Title	Phone Number	E-mail Address
Neal Cook	Personal Property Specialist	(360) 570-5881	NealC@dor.wa.gov

The **Personal Property Valuation Guidelines** are posted on the Department's web site at www.dor.wa.gov. You can access them by clicking on **Property Tax** on the left-hand side of the screen under Tax Topics and then on **Publications** in the Property Tax box on the right. Choose **Personal Property Valuation Guidelines**, and select tables for 2003. The guidelines are available in PDF format.

MJM/NRC:pjb
Enclosure



STATE OF WASHINGTON
DEPARTMENT OF REVENUE

December 30, 2002

TO: All County Assessors

FROM: Mark J. Maxwell, Valuation Advisory Program Manager and
Neal R. Cook, MAI, Personal Property Specialist
Property Tax Division

**SUBJECT: 2003 PERSONAL PROPERTY VALUATION GUIDELINES
FOR ASSESSING PROPERTY AS OF JANUARY 1, 2003**

The 2003 Personal Property Valuation Guidelines consist of this memo and the following documents:

- Index to Personal Property Valuation Indicators
- Supplemental Valuation Table A
- Combined Table
- Supplemental Valuation Table P
- Depreciation Table – Percent Good Factors (without trend)

These valuation indicators are published as a guide to assist counties in estimating 2003 assessed values for tangible personal property. The indicators may also be used to estimate the value of real property when machinery and equipment (M&E) is affixed to real property. Do not use these guidelines for industries and property having specific guidelines and trends contained in the **Industrial Valuation Guidelines**. The Department of Revenue recommends that these guidelines be considered in the valuation process in order to promote and improve statewide uniformity and standardization in the assessment of personal property.

To use these guidelines:

1. Find the class or type of property in the alphabetical Index.
2. Find the trend table and column the Index refers you to in the Combined Table.
3. Locate the 'percent good factor' at the intersection of the acquisition year row and the rate column.
4. Multiply the historical or original cost by the 'percent good factor' to get an estimated value as of January 1, 2003. The historical or original cost listed by the taxpayer should include freight and installation, trade-in value, and any other cost related to putting the equipment into service, excluding sales tax.

The historical or original costs include both hard and soft costs (such as interim financing during installation or construction, engineering, freight and installation) and are to be included as a part of the cost to which the factors are applied. The only exclusion is that the sales or use tax is removed when valuing personal property. Should assets be installed in such a way that they become fixed to the real property or their removal would cause significant damage to the real property, the assets should be regarded as real property. As real property, the sales tax should be included as a cost that adds value to the assets, **except when there is a sales or use tax exemption that applies to qualifying manufacturing machinery and equipment.**

20% Minimum Value in Use Percent Good Factors

It should be noted that application of these guidelines is intended to estimate the value of property that is "in use." The minimum value percent or factor is 20%, unless otherwise noted, as shown on the Combined Table and is intended to reflect the value of assets in use for as long as they are in use.

Computer & Peripherals and High Tech M&E

When deemed appropriate, percent good factors that are less than the rates listed on the Combined Table may be applied. Most of the columns indicate a minimum value of 20.0% good. However, the Computer & Peripherals and High Tech M&E columns with declining balance rates greater than 15% do go below the 20.0% minimum. Computer & Peripherals decline to 2% good, and two of the High Tech M&E categories decline to 5% good.

Packing and Sorting Machinery & Equipment

In the 2002 tables, several columns went below 20%: columns 24%, 12%, and 10% for Packing and Sorting M&E. In order to better illustrate this schedule, we have created a supplemental table for Packing and Sorting M&E entitled **Supplemental Valuation Table P**. As shown in that table, Packing and Sorting M&E has a minimum percent good of 10%. For assets other than Packing and Sorting M&E, Computer & Peripherals, and High Tech M&E, a minimum rate of 20% is recommended.

Additional Considerations

When the appraiser or auditor is aware of market conditions or has other evidence (such as direction from court or board proceedings) to apply percent good factors below 20%, rates can be calculated and applied. If a percent good factor lower than the minimum percent good factor is deemed appropriate, a factor may be calculated by multiplying each sequential year preceding the 20% floor year by "1 minus the depreciation rate." Example: Referring to the 2003 Personal Property Trend I Table, an asset acquired in 1990 for which a 16% depreciation rate is

recommended would be calculated by multiplying each successive year between the “20% floor year,” 1993 in this case, by $(1 - 16\%)$, or 84%, until the appropriate acquisition year is reached, 1990 in this case. Therefore, 1992 would equal the 1993 rate of 20% multiplied by 84%, or 16.8%; 1991 would equal the 1992 rate of 16.8% multiplied by 84%, or 14.1%; and 1990 would equal the 1991 rate of 14.1% times 84%, or 11.9% (rounded).

Items Marked With Asterisks

The Personal Property Valuation Indicators may not be applicable in all instances in achieving the statutory mandate of 100% true and fair value. These valuation indicators are published as a guide in estimating market value, but they do not include any consideration for abnormal or extraordinary obsolescence that may be relevant in specific circumstances or markets. When unique situations are identified, these factors should be considered separately and in addition to the value indications of the tables. Based on information available to the Department at the time these tables were published, property classes listed in the Index which may require special consideration due to abnormal or extraordinary circumstances have been noted with a **single asterisk (*)**.

It is our opinion that the properties in the Index with a **double asterisk (**)** are best valued in their entirety using the **Industrial Valuation Guidelines**.

For properties with a **triple asterisk (***)**, use the 7.5% column. This indicates the existence of more complex issues, such as determining which components are personal property, real property, or machinery & equipment that should be valued by using the 7.5% column from the **Personal Property Tables** or the **Industrial Valuation Tables**. The determinations made in using either table require the appraiser or auditor’s professional judgement and are based on the use and expected economic life of the equipment. Physical inspection of this machinery & equipment is highly recommended.

CHANGES TO THE GUIDELINES FOR 2003

Several other changes have been made to the **Index to Personal Property Valuation Indicators** for 2003. These changes are based on internal Department studies, surveys, table and rate calibration analysis, and category reviews. In some cases, the previous recommendations are verified or confirmed as appropriate, and no change is recommended.

The most significant change in recent years is the inclusion of two different trend factors, **Trend I** and **Trend II**, on the Combined Table and a “percent good” table that excludes any trend. These changes occurred in 2002 and were significant enough to repeat the 2002 explanation of those changes.

The Combined Table has percent good factors and **Trend I** as developed in the past. However, the far right columns recommend the use of a different trend, **Trend II**, and column rate for Personal Computers and Peripherals and for High Tech M&E.

The **Trend II** factors are intended for use in valuing any asset or asset group in which the replacement or reproduction cost new (RCN) has declined from what it had been in past years. This includes, but may not be limited to, Computers and Peripherals, Printed Circuit Board M&E, Silicon Wafer Fabrication M&E, High Tech Industry Product Assembly, and Process Support Equipment.

In order to utilize **Trend II**, the auditor or appraiser MUST determine that replacement or reproduction cost (RCN) of the property being appraised has been declining at a rate similar to that shown in **Trend II**. (See Trend II column for *Computer and Peripherals* and *High Tech M&E*.) When the appropriate trend factor, **Trend I** or **Trend II**, is determined, the economic life of the asset must be estimated without regard to additional obsolescence factors. The Combined Table includes a row that shows the economic life applicable to each of the columns. Select the life that is most appropriate for the asset and utilize the percent good factor from the corresponding column and row to determine the estimated value. Extraordinary obsolescence that can be documented may be deducted from the value estimate to arrive at the Market Value. **Do not use Trend II to estimate the value of an asset when the cost of replacing the asset with a new asset is greater than it was in prior years. Only assets that have had a declining Cost New may be valued using Combined Table Trend II. This Trend MUST not be used as a means to reduce the value because of any form of obsolescence other than a decline in the RCN.**

Trend II may also be appropriately applied to **Computer and High Tech Spare Parts**. When the RCN of these parts is declining, the reduction in value should be recognized in the appraisal process. The historical cost times the trend factor will reduce the value from year to year due to the declining nature of the trend.

VALUATION STUDIES AND CHANGES TO GUIDELINES

Studies completed for the effective date of January 1, 2003, include only **Supplemental Valuation Table A**. A supplemental table for **Packing and Sorting Machinery and Equipment**, **Supplemental Valuation Table P**, follows the combined table. **Supplemental Valuation Table A** is provided on the last page of the Index for video games, wine barrels, videotapes, laser disks and DVDs, billboards and poster panels, title plants, and computer software. All supplemental valuation tables have been updated except the table for wine barrels. **However, the results of the Title Plant study are currently pending. This study should be**

completed and Supplement Valuation Table A amended and re-published by the end of April.

Videotapes and Property Held or Owned for Short-Term Rental

Videotapes and all other rental or rented assets are to be valued at their retail value (retail trade level). These may be new or used assets held for rent. For the 2003 assessment year we are recommending a value of 24% of the original cost, if known, or \$11.00 per tape or disk. In Fall 2001, a survey of the price of videotapes indicated that the value of the average inventory of rental tapes had remained at no less than \$9.00 each because the average value of tapes for sale, when removed from the rental inventory, was \$9.00. The Oregon Department of Revenue also recommended \$11.00 for 2003 assessments on the same average inventory basis as required in Washington State. This value is intended to reflect the average per tape or disk value for the entire inventory of tapes and disks that remain in the rental inventory. The value of any individual tape may be as little as \$5.00 for used tapes or as much as \$25.00 to \$75.00 or more for new releases purchased on or just before the assessment date. If the value is 24% of the original cost, the value for a tape costing \$25 is \$6.00, 24% of \$25, and a \$75 tape is \$18, 24% of \$75. A rate of \$11 implies that the average original cost of tapes and disks in the rental inventory is \$45.83 ($\$11 \div 24\%$).

What if I Have Questions?

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Name	Title	Phone Number	E-Mail Address
Neal Cook	Personal Property Specialist	(360) 570-5881	NealC@dor.wa.gov

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MJM/NRC:pjb
Attachments

INDEX TO PERSONAL PROPERTY VALUATION INDICATORS

For January 1, 2003, Valuations

BUSINESS ACTIVITY OR TYPE OF BUSINESS

Use Trend I from Combined Table unless Trend II, Supp. A, or Supp. P are indicated below

- A -	Trend/Column	- B -	Trend/Column
Agriculture		<i>Small Tools</i>	24
<i>Aqua Farms</i>		<i>Welding Equipment</i>	12
<i>Nets</i>	30		
<i>Pens & Support Structures</i>	18	Bakeries	
<i>Dairy Milking M&E</i>	14	<i>Industrial (i.e., Wonder Bread)</i>	** 7.5
<i>Feed Mill M&E (production line)</i>	*** 7.5	<i>Commercial (i.e., Safeway)</i>	12
<i>Feed Mill M&E (portable)</i>	12	Banks	
<i>Seed Cleaning M&E</i>	*** 7.5	<i>Alarm Systems</i>	24
<i>Seed Cleaning M&E (portable)</i>	12	<i>Cash Machines</i>	24
<i>Fertilizer Applicators & Manure Systems-Liquid</i>	24	<i>Furniture & Fixtures</i>	14
<i>Dry Fertilizer Applicators</i>	18	<i>Video Equipment</i>	24
<i>Tanks</i>	16	<i>Safety Deposit Boxes</i>	10
<i>M&E (Excluding Tractors & Dairy)</i>	18	<i>Vault Doors</i>	(Value at Cost)
<i>Irrigation Systems</i>		Barber & Beauty Shop	16
<i>Circles</i>	18	Baseboard Heater Mfg. M&E	12
<i>Gated Pipe</i>	18	Beer Kegs	10
<i>Wheel Moves & Handlines</i>	16	Billboards	(See Signs)
<i>Tractors</i>	12	Bleach Mfg. M&E	** 7.5
<i>Combines</i>	20	Bleach Packaging M&E	14
<i>Unlicensed and licensed Farm Vehicles including Trailers</i>		Blueprinting, Photostatting, Mimeographing &	
<i>(permanently sited and/or not primarily designed for use</i>		<i>Lithograph (Non-electronic)</i>	16
<i>on public streets and highways)</i>	16	Boat Molds (Fiberglass)	22
Air Conditioning (Single Room Unit)	16	Book Bindery	12
Aircraft Manufacturing M&E	*** 7.5	Bottling & Soft Drinks Mfg. M&E	** 7.5
Aircraft Manufacturing (small parts mfg.)	14	Bowling Alleys	12
<i>Testing Equipment</i>	24	<i>Electronic Scoring Machines</i>	24
<i>Small Tools (Perishable)</i>	24	<i>Pinsetters & Others</i>	19
<i>Patterns</i>	24	Brewing & Distilling	** 7.5
Aircraft Parts Manufacturing		Butcher Shops	12
<i>M&E</i>	14		
<i>Test Equipment</i>	24	- C -	
<i>Small Tools</i>	24	C.A.T.V. & S.A.T.V. Equipment	
Amusement Devices (Music Machines, etc.)	24	<i>Signal Receiving Equipment</i>	12
<i>VCRs</i>	28	<i>Distribution Equipment</i>	14
<i>Video Games</i>	Supp. A	<i>Headend Equipment</i>	16
<i>Video Tapes</i>	Supp. A	<i>Converters, Decoders, Digital Boxes, Modems</i>	30
Antique F&F	(Value at Cost)	<i>Electronic Testing Equipment and Small Tools</i>	24
Apartment F&F	16	<i>Television Production Equipment</i>	19
Apparel Mfg. M&E	8	Cabinet Shop M&E	12
Aqua Farms		Campground Equipment	16
<i>Nets</i>	30	Candy & Confection Mfg. M&E	12
<i>Pens & Support Structures</i>	18	Car Wash (5 Min. & Coin-Op)	18
Archery Equipment Mfg.	12	Cash Machines	24
Artwork	(Value at Cost)	Cash Registers & Scanners	24
Auto Repair	(also see Service Stations)	Cell/wireless telephone tower (tower only)	**7.5
<i>Diagnostic Equipment (Electronic)</i>	24	Cell/wireless telephone tower (with antennae)	12
<i>M&E</i>	18	Cell/wireless telephone antennae (antennae only)	24

INDEX TO PERSONAL PROPERTY VALUATION INDICATORS

For January 1, 2003, Valuations

BUSINESS ACTIVITY OR TYPE OF BUSINESS

Use Trend I from Combined Table unless Trend II, Supp. A, or Supp. P are indicated below

	Trend/Column		Trend/Column
Cement, Clay, & Brick Products Mfg.	** 7.5	Costumes (Rental)	24
Chemical Products Mfg.	** 7.5	Cranes	
Clothing Mfg.	8	<i>Bridge</i>	8
Cocktail Bars & Taverns	19	<i>Container</i>	*8
<i>Antique Back Bars</i>	(Value at Cost)	<i>Crawler</i>	10
Coin-Op Lockers	16	<i>Mobile Telescopic</i>	16
Coin-Op Machines	24		
Computer Systems (Business)		- D -	
<i>Lotto Machines</i>	30		
<i>Main Frame Computers, Disk Array and other Storage</i>		Dairy Milking M&E	14
<i>Devices, and Network servers</i>	30	Dairy Processing	** 7.5
<i>Personal Computers (Including desktop and/or laptop</i>		Data Processing Equipment	30
<i>computers and peripheral/connected hardware. E.g.,</i>		Dental	
<i>Scanner, printer, and multifunction digital</i>		<i>Equipment</i>	14
<i>printer/scanner/fax machine combo.)</i>	Trend II/38.5	<i>Furniture & Fixtures</i>	14
<i>Canned Software</i>	Supp. A	<i>Libraries</i>	12
<i>Custom Software</i>	Supp. A	<i>X-Ray Equipment</i>	18
<i>Production Systems Computers (with direct electronic link to</i>		Department Store F&F	16
<i>longer lived equipment.)</i>	24	Dies & Molds	18
Computer Numeric Controlled (CNC) Milling		<i>Electronic Mfg.</i>	24
Machines	14	<i>Patterns</i>	24
Construction M&E		Dispensing Machinery (Coin-Op)	24
Cranes		Distilling & Brewing	** 7.5
<i>Bridge</i>	8	Doctors	
<i>Crawler</i>	10	<i>Equipment</i>	14
<i>Mobile Telescopic</i>	16	<i>Furniture</i>	14
<i>General Construction</i>	16	<i>Libraries</i>	12
<i>Asphalt Plants</i>		<i>Diagnostic Equipment (CT, MRI, Ultrasound, etc.)</i>	24
<i>Portable</i>	18	<i>X-Ray</i>	12
<i>Stationary</i>	12	Drug Store F&F	16
<i>Land Clearing</i>		Dry Cleaning & Laundry M&E	
<i>backhoe, excavator, bulldozer, etc.</i>	16	<i>Coin-Op</i>	24
<i>Unlicensed and licensed Vehicles including Trailers</i>		<i>Other Than Coin-Op</i>	14
<i>(permanently sited and/or not primarily designed for use</i>		Dumpsters, Garbage	16
<i>on public streets and highways)</i>	16		
<i>Marine Construction</i>		- E -	
<i>Ships & Vessels (production line)</i>	*** 7.5		
<i>Ships & Vessels (portable equipment)</i>	12	Electrical Generating	
<i>Pleasure Craft</i>	12	<i>Gas & Diesel</i>	16
<i>Boat Molds</i>	22	<i>Steam</i>	** 7.5
<i>Road Construction (Heavy)</i>	22	Electrical Mfg. M&E	12
<i>Rock Crushing</i>		Electronic Equip	24
<i>Portable</i>	18	High Tech Manufacturing M & E	
<i>Stationary</i>	12	<i>Printed Circuit Board M&E</i>	Trend II/30
<i>Sewer & Utilities</i>	16	<i>Silicon Wafer Fabrication M&E</i>	Trend II/25
<i>Well Drilling</i>	16	<i>Product Assembly M&E</i>	Trend II/25
Container Mfg. M&E	** 7.5	<i>Process Support Equipment & Piping</i>	Trend II/15
Coolers (walk-in)	12	Espresso Carts	24
Copy Machines (Purchased)	28	Extrusion M&E	** 7.5

INDEX TO PERSONAL PROPERTY VALUATION INDICATORS

For January 1, 2003, Valuations

BUSINESS ACTIVITY OR TYPE OF BUSINESS

Use Trend I from Combined Table unless Trend II, Supp. A, or Supp. P are indicated below

	Trend/Column		Trend/Column
- F -		<i>Silicon Wafer Fabrication M&E</i>	<i>Trend II/25</i>
		<i>Product Assembly M&E</i>	<i>Trend II/25</i>
		<i>Process Support Equipment & Piping</i>	<i>Trend II/15</i>
Farm Equipment	<i>(See Agriculture)</i>	Hospitals	
Fax Machines	30	<i>Equipment</i>	16
Feed Mill M&E (production line)	*** 7.5	<i>Diagnostic Equipment (CT, MRI, Ultrasound, etc)</i>	24
Feed Mill M&E (portable)	12	<i>Laboratory Equip. (Nonelectric)</i>	18
Fertilizer Applicators	24	<i>Laboratory Equip. (Electronic & Computerized)</i>	24
Fertilizer Mfg.	** 7.5	<i>Mattresses</i>	30
Fiberglass Molds (other than boats)	22	<i>X-Ray</i>	12
Fish Processing M&E (production line)	*** 7.5	- I -	
Fish Processing M&E (portable)	12	Ice Cream Cabinets	16
Fitness Equipment		Ice & Refrigeration Machinery	** 7.5
<i>Manual</i>	16	Iron & Steel Industry	** 7.5
<i>Electronic</i>	24	- J -	
Flour, Cereal & Grain Milling	** 7.5	Janitorial Service Equipment	20
Food Processing	** 7.5	Jewelry Store Furniture, Fixtures, and Equip.	16
Forklifts		- K -	
<i>Inside</i>	14	Key Duplication	16
<i>Outside</i>	16	- L -	
Foundry	** 7.5	Laboratories	
Fraternal Lodges	14	<i>Diagnostic</i>	24
- G -		<i>Equipment (Non-electric)</i>	18
Garage M&E	18	<i>Equipment (Electronic & Computerized)</i>	24
Garbage Dumpsters	16	Landscaping M&E	16
General Contractor M&E	16	Laundry & Dry Cleaning	
Golf Courses		<i>Coin-Op</i>	24
<i>Carts</i>	20	<i>Other Than Coin-Op</i>	14
<i>Equipment</i>	18	Law Libraries	12
<i>Tractors</i>	12	Leather Products Mfg. M&E	8
Greenhouse & Nursery M&E	16	Libraries (Professional)	12
Grocery Stores		Lift Trucks	<i>(See Forklift)</i>
<i>Cash Registers & Scanners</i>	24	Lotto Machines	30
<i>Fixtures & Equipment</i>	16	Lumber & Wood Products	
<i>Meat Packing</i>	12	<i>Logging M&E</i>	18
<i>POS (Point of Sale Computer Systems)</i>	30	<i>Log Stackers</i>	18
<i>Walk-in Coolers</i>	12	<i>Pulp, Paper & Paperboard</i>	** 8.5
- H -		<i>Plywood & Veneer</i>	** 8.5
Hardware Store F&F	16	<i>Scarifying M&E</i>	18
Hatchery M&E	16	<i>Sawmills</i>	
Health Spa Equip.		<i>Portable</i>	14
<i>Manual</i>	16	<i>Stationary</i>	** 8.5
<i>Electronic</i>	24		
High Tech M&E			
<i>Printed Circuit Board M&E</i>	<i>Trend II/30</i>		

INDEX TO PERSONAL PROPERTY VALUATION INDICATORS

For January 1, 2003, Valuations

BUSINESS ACTIVITY OR TYPE OF BUSINESS

Use Trend I from Combined Table unless Trend II, Supp. A, or Supp. P are indicated below

- M -	Trend/Column	Trend/Column
Machine Shop M&E (production)	*** 7.5	<i>Safes</i> 10
Machine Shop M&E (not part of production line, such as lathes)	12	<i>Sound Systems (Background)</i> 24
Mailing Machines	20	Oxygen & Acetylene Tanks 10
Meat Packing M&E	12	- P -
Meat Processing (Complex)	** 7.5	P.A. Systems 20
Medical Equipment	14	Packing & Sorting M&E (Fruit, Vegetable, Etc.) Supp. P 12
Metal Fabrication & Extrusion Mfg.	*** 7.5	<i>The following rates may be applied if the taxpayer can document costs to mechanical vs. electronic equipment</i>
Metal Sheet Fabrication (production line)	*** 7.5	<i>Mechanical portion of the line equipment</i> Supp. P 10
Metal Sheet Fabrication (not part of prod. line)	12	<i>Electronic portion of the line equipment</i> Supp. P 24
Milling Machines - Computer		Paint & Varnish Mfg. M&E 12
Numeric Controlled (CNC)	14	Pallets, Crates, Lugs, Bins, Etc. 18
Mining & Milling	** 7.5	Petroleum Products
Mobile Yard Equipment	16	<i>Bulk Station Equipment</i> 14
Mortuary Service Equip.	14	<i>Refining</i> ** 7.5
Motels		<i>Service Station Equipment</i> (See Service Stations)
<i>Furniture & Equipment</i>	19	Photography Equipment 16
<i>Office</i> (See Office)		Plastic Extrusion M&E ** 7.5
<i>Restaurant & Bar Equipment</i>	19	Plumbing Shop Equipment 16
<i>Telephone Systems</i>	30	Plywood & Veneer Mfg. ** 8.5
<i>TVs</i>	24	Pool Hall Equipment 14
<i>VCRs</i>	28	Power & Generation M&E
Music Instruments -- Rental	22	<i>Gas & Diesel</i> 16
Music Studio Recording Equip.	24	<i>Steam</i> ** 7.5
Music Systems (Background)	24	Printing & Publishing Equipment (See Newspaper)
- N -		Professional Equipment
Neon Signs	19	<i>Scientific, Doctors, Dentists, Etc.</i> 14
Newspaper M&E		<i>Libraries</i> 12
<i>Press</i>	10	Propane Tanks 12
<i>Photographic</i>	16	Pulp & Paper Mfg. ** 7.5
<i>Computer (Production)</i>	24	- R -
<i>Other M&E</i>	14	Radio & Television
Nursing Homes		<i>Broadcasting Equipment</i> 19
<i>Furniture & Fixtures</i>	16	<i>C.A.T.V. (Cable System)</i> (See C.A.T.V. Equipment)
<i>Mattresses</i>	30	<i>Service & Repair Equip.</i> 19
- O -		<i>Towers</i> 12
Office Equipment		Radio-Telephone Equipment 2-Way 24
<i>Antiques</i> (Value at Cost)		Railroad Rolling Stock-Private (Except Logging Cars) 12
<i>Copy Machines (Purchased)</i>	28	Rental Equipment
<i>Electric & Electronic Machines</i>	24	<i>Costumes</i> 24
<i>Furniture & Fixtures</i>	14	<i>Public U-Rent (Excluding Heavy Equipment)</i> 22
<i>Mailing Machines</i>	20	<i>Heavy Equipment</i> (Value by type)
		<i>Telephones (Residential)</i> 30
		<i>Tuxedos</i> 30
		Research & Development M&E * 20

INDEX TO PERSONAL PROPERTY VALUATION INDICATORS

For January 1, 2003, Valuations

BUSINESS ACTIVITY OR TYPE OF BUSINESS

Use Trend I from Combined Table unless Trend II, Supp. A, or Supp. P are indicated below

	Trend/Column		Trend/Column
Restaurants, Soda Fountains, & Drive-ins	19		- T -
<i>Walk-in Coolers</i>	12		
Retail Stores		Tanning Salon Equip.	16
<i>Fixtures</i>	16	Tavern & Bar Equipment	19
<i>Office F&F</i>	(See Office Equip.)	<i>Antique Back Bars</i>	(Value at Cost)
<i>POS Computer Systems</i>	30	Television & Radio	(See Radio)
<i>Public Address Systems</i>	20	Telephones	
<i>Sound Systems (Background)</i>	24	<i>Cellular</i>	30
Rock Crushers	(See Construction)	<i>Pagers</i>	24
	- S -	<i>Rentals (Commercial & Residential)</i>	30
Sawmills	(See Lumber)	<i>Systems (Customer Owned)</i>	30
Scaffolding (Rental)	22	<i>Cell/wireless telephone tower (tower only)</i>	7.5
Search Lights	18	<i>Cell/wireless telephone tower (with antennae)</i>	12
Service Stations		<i>Cell/wireless telephone antennae (antennae only)</i>	24
<i>Dispensers (Gas)</i>	20	Textile Tent & Awning Mfg. M&E	8
<i>Equipment</i>	18	Theater	
<i>Store F&F</i>	16	<i>Projection Equipment</i>	16
Sewing Equipment	12	<i>F&F</i>	18
Sewer Construction Equipment	16	Tire Recapping	14
Sheet Metal Fabrication (production line)	*** 7.5	Title Plants	Supp. A
Sheet Metal Fabrication (not part of prod. line)	12	Tuxedo Rentals	30
Shipbuilding	(See Construction)	Toilets, Portable	14
Shoes & Leather Products Mfg. M&E	8		- U -
Shipyards	(See Construction)	Unlicensed and licensed Vehicles including Trailers	
Signs		<i>(permanently sited and/or not primarily designed for use on</i>	
<i>Bulletin Boards</i>	14	<i>public streets and highways)</i>	16
<i>Billboards</i>	Supp. A	Upholstery Equipment	16
<i>Electronic</i>	16		- V -
<i>Neon</i>	19		
<i>Plastic Illuminated</i>	19	VCRs	28
<i>Poster Panels</i>	Supp. A	Vending Machines	24
Ski Areas		Video Games	Supp. A
<i>Snow Cats & Packers</i>	24	Video Tapes	Supp. A
<i>Tows & Lifts</i>	** 7.5	Video Cameras/Camcorder	24
Ski Mfg. Equipment	12		- W -
Small Tools - Perishable	24		
Smelting	** 7.5	Warehouse Equipment (Including Lifts)	14
Soft Drink Mfg. M&E (Batch)	14	<i>Pallets, Crates, Lugs, Bins, etc.</i>	18
Sound Systems (Background)	24	Water Softeners	14
Super Markets		Water Systems	12
<i>Cash Registers & Scanners</i>	24	Welding Shop Equip.	12
<i>Fixtures & Equipment</i>	16	Well Drilling	16
<i>Meat Packing</i>	12	Winery Equipment (production line, incl.	
<i>POS Computer Systems</i>	30	<i>Tanks & bottling line)</i>	*** 7.5
<i>Public Address Systems</i>	20		
<i>Walk-in Coolers</i>	12		
Surveying Equipment	14		

INDEX TO PERSONAL PROPERTY VALUATION INDICATORS

For January 1, 2003, Valuations

BUSINESS ACTIVITY OR TYPE OF BUSINESS

Use Trend I from Combined Table unless Trend II, Supp. A, or Supp. P are indicated below

	Trend/Column	Trend/Column
Winery Equipment (portable, such as pumps)	14	
<i>Aging Barrels</i>	<i>Supp. A</i>	
<i>Innerstaves</i>	<i>Supp. A</i>	
Wireless/Cell telephone tower (tower only)	7.5	
Wireless /Cell telephone tower (with antennae)	12	
Wireless/Cell telephone antennae (antennae only)	24	
Wholesale Store	14	
Woodworking Shops M&E	12	

- X -

X-Ray Equip. (Other Than Dental)	* 12
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* -- May require special consideration due to abnormal or extraordinary functional or economic conditions.

** -- Use Industrial Valuation Table on all Plant M&E

*** -- Major Items of Equipment - Use the 7.5% column from the Industrial Valuation Tables or Personal Property Tables. The determinations made in using either table require professional judgement from the appraiser or auditor based on the use and expected economic life of the equipment/property. Inspection of M&E is highly recommended.

A -- Use appropriate category in Supplemental Valuation Table A

P -- Use Appropriate Rate(s) in Supplemental Valuation Table P - Packing and Sorting (Fruit Packing Lines)

SUPPLEMENTAL VALUATION TABLE A

For January 1, 2003, Valuations (REVISED 4/10/03)

VIDEO GAMES

(Apply the following percent good to the untrended historical cost.)

Year 1	Year 2	Year 3
60%	37%	20%

VIDEO TAPES, LASER DISKS, & DVDs

(Value property in rental inventory only at retail trade level, used tapes held only for sale are exempt business inventory. Price of used tapes for sale reflects liquidation value; retail trade level value must be greater than liquidation value.)

Value at 24% of Cost or \$11 per tape/disk (Implies that $\$11 \div 24\% = \45.80 average cost new)

WOODEN (Oak) WINE BARRELS AND INNERSTAVES

(Reference BTA Docket 54989, 2/1/2001)

(Apply the following percent good to the untrended historical cost.)

	Year 1	Year 2	Year 3	Year 4	Year 5 or more
Barrels (purchased for storage)	55%	25%	15%	8%	5%
Barrels (purchased for flavoring)	Exempt	Exempt	Exempt	Exempt	Exempt
Innerstaves (purchased for flavoring)	Exempt	Exempt	Exempt	Exempt	Exempt

BILLBOARDS & POSTER PANELS

Type of Sign	Current Replacement Cost Per Lineal Foot
Unlighted	\$132
Externally Lighted	\$165
Internally Lighted	\$317
Above replacement costs include one support structure and one face. Multiple faced signs should be adjusted to eliminate a support structure for each additional face as follows:	
Type of Sign	Deduction From Replacement Cost
Lighted / Unlighted 12 x 25'	\$1,056
Lighted / Unlighted 14 x 48'	\$2,660
Lighted / Unlighted 20 x 60'	\$4,117
Signs smaller than 12 x 25' use 40% of above deduction	
DEPRECIATION -- 4% straight line per year based on effective age to 20% of replacement cost.	

TITLE PLANTS

(Tract Indexes)

\$2.75 per real property parcel, as reported for Real Property Ratio purposes in latest stratification report to the Department of Revenue. (Value each title plant physically located within each county, including title plants for other counties.)

COMPUTER SOFTWARE

The 1991 Legislature defined computer software and established valuation methods. Custom Software is exempt. For the 2003 assessment year, canned software shall be assessed as illustrated in the following example:

- Canned software acquired in 2002 shall be valued at 100% of its full acquisition cost.
- Canned software acquired in 2001 shall be listed at 100% and valued at 50% of its full acquisition cost.
- All software, canned or custom, purchased prior to 2001 is exempt.
- Embedded software is taxable and shall be valued as an integral part of the computer system, machinery, or equipment in which it is housed, at the established life of the equipment.

COMBINED TABLE
2003 PERSONAL PROPERTY VALUATION PERCENT GOOD INDICATORS

TREND I TABLE																TREND II TABLE				
Declining Balance Rate																Computer & Peripherals and High Tech M&E				
AGE	YEAR	TREND I	30.0%	28.0%	24.0%	22.0%	20.0%	19.0%	18.0%	16.0%	14.0%	12.0%	10.0%	8.0%	7.5%	TREND II	38.5%	30.0%	25.0%	15.0%
Economic Life (Years)		————>	4.5	5.0	6.0	6.5	7.0	7.5	8.0	9.0	10.5	12.5	15.5	19.5	20.5		5.5	8.0	9.5	10.0
1	2002	100.0	70.0	72.0	76.0	78.0	80.0	81.0	82.0	84.0	86.0	88.0	90.0	92.0	92.5	100.0	61.5	70.0	75.0	85.0
2	2001	100.9	49.4	52.3	58.3	61.4	64.6	66.2	67.8	71.2	74.6	78.1	81.7	85.4	86.1	90.8	34.4	44.5	51.1	65.6
3	2000	101.5	34.8	37.9	44.6	48.2	52.0	53.9	56.0	60.2	64.6	69.2	74.0	79.0	80.3	83.9	19.5	28.8	35.4	51.5
4	1999	102.1	24.5	27.4	34.1	37.8	41.8	44.0	46.2	50.8	55.8	61.2	67.0	73.1	75.6	72.5	10.4	17.4	22.9	37.8
5	1998	102.7	20.0	20.0	26.0	29.7	33.7	35.8	38.1	43.0	48.3	54.2	60.6	67.7	70.2	60.4	5.3	10.2	14.3	26.8
6	1997	103.9			20.0	23.4	27.2	29.3	31.6	36.5	42.0	48.3	55.2	63.0	65.5	52.0	2.8	6.1	9.3	20.0
7	1996	105.9				20.0	22.2	24.2	26.4	31.3	36.8	43.3	50.7	59.1	61.5	45.3	2.0	5.0	6.0	
8	1995	108.4					20.0	20.1	22.2	26.9	32.4	39.0	46.7	55.6	57.8	41.5			5.0	
9	1994	110.2						20.0	20.0	22.9	28.4	34.9	42.7	52.0	55.4	38.1				
10	1993	112.1								20.0	24.8	31.2	39.1	48.7	52.6	32.3				
11	1992	114.1									21.7	28.0	35.8	45.6	49.6	26.6				
12	1991	117.0									20.0	25.2	33.0	43.0	46.5	27.8				
13	1990	121.0										23.0	30.8	40.9	43.9	25.9				
14	1989	126.4										21.1	28.9	39.3	41.7	24.3				
15	1988	130.3										20.0	26.8	37.3	40.6	22.9				
16	1987	132.4	ALL BLANK SPACES EQUAL THE LOWEST PERCENT GOOD FACTOR IN THE COLUMN.										24.5	34.9	39.2	21.6				
17	1986	134.6											22.4	32.6	36.7	20.4				
18	1985	137.3											20.6	30.6	34.3					
19	1984	140.2											20.0	28.8	32.2					
20	1983	144.3												27.2	30.6					
21	1982	152.4												26.5	28.8					
22	1981	166.5												26.6	27.9					
23	1980	189.1												27.8	28.5					
24	1979	206.2												27.9	29.0					
25	1978	222.2												27.6	29.3					
26	1977	236.4												27.0	29.1					
27	1976	250.7												26.4	28.4					
28	1975	289.0												28.0	27.9					
29	1974	330.7												29.5	28.8					
30	1973	343.0												28.1	30.8					
31	1972	350.4												26.4	29.5					
32	1971	362.6												25.2	28.2					
33	1970	379.3												24.2	27.7					
34	1969	391.3												23.0	27.2					
35	1968	405.2												21.9	26.3					
36	1967	419.2												20.8	25.3					
37	1966	429.5												20.0	24.4					
38	1965	434.7													23.2					
39	1964	438.6			Note: 7.5% Column Uses Trend from Industrial Valuation Table - Marshall Swift M & E AVG									————>	21.7					
40	1963	440.5													20.3					

For **Trend I** assets, use a minimum/floor valuation factor of 20% Good unless market conditions, appraisal judgement, or other considerations indicate that additional depreciation for obsolescence applies.

For **Trend II** assets, use 2% as minimum value for Personal Computers & Attached Peripherals, 5% or 20% for High Tech assets that are **in use**, and 20% for all other assets unless otherwise indicated.

2003 SUPPLEMENTAL VALUATION TABLE P

Packing and Sorting (Fruit Packing Lines)

When the taxpayer can segregate and document the electronic component's original cost from the rest of the packing and sorting line, Column 24 may be used for that portion. Column 10 is then used for the remainder of the line. Use Column 12 when electronic components can **not** be separated from other line assets.

AGE	YEAR	TREND I	24%	12%	10%
			24P	12P	10P
1	2002	100.0	76.0	88.0	90.0
2	2001	100.9	58.3	78.1	81.7
3	2000	101.5	44.6	69.2	74.0
4	1999	102.1	34.1	61.2	67.0
5	1998	102.7	26.0	54.2	60.6
6	1997	103.9	20.0	48.3	55.2
7	1996	105.9	15.2	43.3	50.7
8	1995	108.4	11.6	39.0	46.7
9	1994	110.2	10.0	34.9	42.7
10	1993	112.1		31.2	39.1
11	1992	114.1		28.0	35.8
12	1991	117.0		25.2	33.0
13	1990	121.0		23.0	30.8
14	1989	126.4		21.1	28.9
15	1988	130.3		18.6	26.8
16	1987	132.4		16.3	24.5
17	1986	134.6		14.4	22.4
18	1985	137.3		12.7	20.6
19	1984	140.2		11.1	18.5
20	1983	144.3		10.0	16.7
21	1982	152.4			15.0
22	1981	166.5			13.5
23	1980	189.1			12.2
24	1979	206.2			11.0
25	1978	222.2			10.0
26	1977	236.4			
27	1976	250.7			
28	1975	289.0			
29	1974	330.7			
30	1973	343.0			
31	1972	350.4			
32	1971	362.6			
33	1970	379.3			
34	1969	391.3			
35	1968	405.2			
36	1967	419.2			
37	1966	429.5			
38	1965	434.7			
39	1964	438.6			
40	1963	440.5			

All blank spaces represent a 10.0% minimum /floor value.

DEPRECIATION TABLE - PERCENT GOOD FACTORS (WITHOUT TREND)

(Use this table when Reproduction or Replacement Cost New (RCN) is known as of Assessment Year. Apply Trend and Depreciation when Original/Historical cost is known or use the appropriate Combined Table)

AGE	YEAR	TREND I	TREND II	38.5%	30.0%	28.0%	25.0%	24.0%	22.0%	20.0%	19.0%	18.0%	16.0%	15.0%	14.0%	12.0%	10.0%	8.00%	7.50%
1	2002	100.0	100.0	61.5%	70.0%	72.0%	75.0%	76.0%	78.0%	80.0%	81.0%	82.0%	84.0%	85.0%	86.0%	88.0%	90.0%	92.0%	92.5%
2	2001	100.9	90.8	37.8%	49.0%	51.8%	56.3%	57.8%	60.8%	64.0%	65.6%	67.2%	70.6%	72.3%	74.0%	77.4%	81.0%	84.6%	85.6%
3	2000	101.5	83.9	23.3%	34.3%	37.3%	42.2%	43.9%	47.5%	51.2%	53.1%	55.1%	59.3%	61.4%	63.6%	68.1%	72.9%	77.9%	79.1%
4	1999	102.1	72.5	14.3%	24.0%	26.9%	31.6%	33.4%	37.0%	41.0%	43.0%	45.2%	49.8%	52.2%	54.7%	60.0%	65.6%	71.6%	73.2%
5	1998	102.7	60.4	8.8%	16.8%	19.3%	23.7%	25.4%	28.9%	32.8%	34.9%	37.1%	41.8%	44.4%	47.0%	52.8%	59.0%	65.9%	67.7%
6	1997	103.9	52.0	5.4%	11.8%	13.9%	17.8%	19.3%	22.5%	26.2%	28.2%	30.4%	35.1%	37.7%	40.5%	46.4%	53.1%	60.6%	62.6%
7	1996	105.9	45.3	3.3%	8.2%	10.0%	13.3%	14.6%	17.6%	21.0%	22.9%	24.9%	29.5%	32.1%	34.8%	40.9%	47.8%	55.8%	57.9%
8	1995	108.4	41.5	2.0%	5.8%	7.2%	10.0%	11.1%	13.7%	16.8%	18.5%	20.4%	24.8%	27.2%	29.9%	36.0%	43.0%	51.3%	53.6%
9	1994	110.2	38.1	1.3%	4.0%	5.2%	7.5%	8.5%	10.7%	13.4%	15.0%	16.8%	20.8%	23.2%	25.7%	31.6%	38.7%	47.2%	49.6%
10	1993	112.1	32.3	0.8%	2.8%	3.7%	5.6%	6.4%	8.3%	10.7%	12.2%	13.7%	17.5%	19.7%	22.1%	27.9%	34.9%	43.4%	45.9%
11	1992	114.1	26.6	0.5%	2.0%	2.7%	4.2%	4.9%	6.5%	8.6%	9.8%	11.3%	14.7%	16.7%	19.0%	24.5%	31.4%	40.0%	42.4%
12	1991	117.0	27.8	0.3%	1.4%	1.9%	3.2%	3.7%	5.1%	6.9%	8.0%	9.2%	12.3%	14.2%	16.4%	21.6%	28.2%	36.8%	39.2%
13	1990	121.0	25.9	0.2%	1.0%	1.4%	2.4%	2.8%	4.0%	5.5%	6.5%	7.6%	10.4%	12.1%	14.1%	19.0%	25.4%	33.8%	36.3%
14	1989	126.4	24.3	0.1%	0.7%	1.0%	1.8%	2.1%	3.1%	4.4%	5.2%	6.2%	8.7%	10.3%	12.1%	16.7%	22.9%	31.1%	33.6%
15	1988	130.3	22.9	0.1%	0.5%	0.7%	1.3%	1.6%	2.4%	3.5%	4.2%	5.1%	7.3%	8.7%	10.4%	14.7%	20.6%	28.6%	31.1%
16	1987	132.4	21.6		0.3%	0.5%	1.0%	1.2%	1.9%	2.8%	3.4%	4.2%	6.1%	7.4%	9.0%	12.9%	18.5%	26.3%	28.7%
17	1986	134.6	20.4		0.2%	0.4%	0.8%	0.9%	1.5%	2.3%	2.8%	3.4%	5.2%	6.3%	7.7%	11.4%	16.7%	24.2%	26.6%
18	1985	137.3			0.2%	0.3%	0.6%	0.7%	1.1%	1.8%	2.3%	2.8%	4.3%	5.4%	6.6%	10.0%	15.0%	22.3%	24.6%
19	1984	140.2			0.1%	0.2%	0.4%	0.5%	0.9%	1.4%	1.8%	2.3%	3.6%	4.6%	5.7%	8.8%	13.5%	20.5%	22.7%
20	1983	144.3			0.1%	0.1%	0.3%	0.4%	0.7%	1.2%	1.5%	1.9%	3.1%	3.9%	4.9%	7.8%	12.2%	18.9%	21.0%
21	1982	152.4			0.1%	0.1%	0.2%	0.3%	0.5%	0.9%	1.2%	1.5%	2.6%	3.3%	4.2%	6.8%	10.9%	17.4%	19.5%
22	1981	166.5				0.1%	0.2%	0.2%	0.4%	0.7%	1.0%	1.3%	2.2%	2.8%	3.6%	6.0%	9.8%	16.0%	18.0%
23	1980	189.1				0.1%	0.1%	0.2%	0.3%	0.6%	0.8%	1.0%	1.8%	2.4%	3.1%	5.3%	8.9%	14.7%	16.6%
24	1979	206.2					0.1%	0.1%	0.3%	0.5%	0.6%	0.9%	1.5%	2.0%	2.7%	4.7%	8.0%	13.5%	15.4%
25	1978	222.2					0.1%	0.1%	0.2%	0.4%	0.5%	0.7%	1.3%	1.7%	2.3%	4.1%	7.2%	12.4%	14.2%
26	1977	236.4					0.1%	0.1%	0.2%	0.3%	0.4%	0.6%	1.1%	1.5%	2.0%	3.6%	6.5%	11.4%	13.2%
27	1976	250.7						0.1%	0.1%	0.2%	0.3%	0.5%	0.9%	1.2%	1.7%	3.2%	5.8%	10.5%	12.2%
28	1975	289.0							0.1%	0.2%	0.3%	0.4%	0.8%	1.1%	1.5%	2.8%	5.2%	9.7%	11.3%
29	1974	330.7							0.1%	0.2%	0.2%	0.3%	0.6%	0.9%	1.3%	2.5%	4.7%	8.9%	10.4%
30	1973	343.0							0.1%	0.1%	0.2%	0.3%	0.5%	0.8%	1.1%	2.2%	4.2%	8.2%	9.6%
31	1972	350.4								0.1%	0.1%	0.2%	0.4%	0.6%	0.9%	1.9%	3.8%	7.5%	8.9%
32	1971	362.6									0.1%	0.2%	0.4%	0.6%	0.8%	1.7%	3.4%	6.9%	8.3%
33	1970	379.3										0.1%	0.1%	0.3%	0.5%	0.7%	1.5%	3.1%	7.6%
34	1969	391.3											0.1%	0.1%	0.3%	0.4%	0.6%	1.3%	7.1%
35	1968	405.2												0.1%	0.1%	0.2%	0.3%	0.5%	6.5%
36	1967	419.2													0.1%	0.1%	0.2%	0.4%	6.0%
37	1966	429.5														0.1%	0.2%	0.4%	5.6%
38	1965	434.7															0.1%	0.2%	5.2%
39	1964	438.6																0.1%	4.8%
40	1963	440.5																	4.4%

Note: Xerox Copiers are typically valued using this table because Xerox provides RCN data.